

# NOTICE TO KENTUCKY LICENSED HOME INSPECTORS

## Issued September 2006

### Home Inspector License Expiration Dates and License Renewal Requirements

Kentucky law (KRS 198B.722) requires the initial license to expire on the last day of the licensee's birth month in the following year. During the first few weeks of the licensing process some licenses were issued with incorrect expiration dates. All home inspector licenses issued this year will expire on the last day of the licensee's birth month in 2007. The KBHI will issue corrected license/ID cards and congratulatory letters as soon as possible.

All initial licenses that are renewed in 2007 will expire in the following year (2008) on the last day of the licensee's birth month. Licenses renewed in 2007 will be renewed for twelve (12) months as the 2-year license cycle only occurs in even numbered years. Licenses that are renewed in even numbered years will expire on the last day of the licensee's birth month in the next even numbered year. The first renewal during the 2-year license cycle will require the licensee to present documentation of twenty-eight (28) hours of approved continuing education and pay a nonrefundable renewal fee of five hundred (500) dollars (\$250 per license year).

### Continuing Education Requirements for Kentucky Licensed Home Inspectors

Continuing education documentation **may** be required at your first renewal date which is the last day of your birth month in the year following licensure. All initial licenses that are issued in 2006 shall expire on the last day of the licensee's birth month in 2007 in accordance with KRS 198B.722 (1). Home inspectors issued a license under the "alternative" application are required to have fifteen (15) hours of approved continuing education documentation at their first renewal in accordance with 815 KAR 6:010, Section 6 (2). Home inspectors issued a license under the "standard" application are required to have fourteen (14) hours of continuing education at their first renewal if they have been licensed for at least twelve (12) months prior to renewal in accordance with 815 KAR 6:010, Section 7 (3).

All continuing education providers and their proposed courses shall be approved by the Kentucky Board of Home Inspectors (KBHI). Approved continuing education providers will be listed at the home inspector webpage: <http://www.ohbc.ky.gov/licensing/homeinspection/>

### Continuing Education Requirements for Alternative Licensees

Home inspectors licensed under the "alternative" application shall present documentation of completing fifteen (15) hours of approved continuing education at their first renewal date which is the last day of their birth month in the following year. The breakdown of the fifteen (15) hours shall be as follows:

- (a) Three (3) hours in manufactured housing;
- (b) Six (6) hours in Kentucky laws and regulations; and
- (c) Six (6) hours in applicable standards of practice.

**Note:** All continuing education courses shall be approved in advance by the Kentucky Board of Home Inspectors (KBHI)

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## Continuing Education Requirements for Standard Licensees

Home inspectors licensed under the “standard” application shall present documentation of completing fourteen (14) hours of approved continuing education at their first renewal date which is the last day of their birth month in the following year provided they have been licensed at least twelve (12) months prior to renewal. The breakdown of the fourteen (14) hours shall be as follows:

- (a) Three (3) hours in manufactured housing;
- (b) Three (3) hours in Kentucky laws and regulations;
- (c) Six (6) hours in applicable standards of practice; and
- (d) Two (2) hours in any approved continuing education subject

**Note:** All continuing education courses shall be approved in advance by the Kentucky Board of Home Inspectors (KBHI)

## Renewal License Fees To Be Reduced on Pro Rata Basis at First Renewal (if applicable)

Kentucky law (KRS 198B.722) allows the board to reduce the license fee for initial licenses issued for less than twelve (12) months. However, at the beginning of the initial licensing period (June 2006) the board was unable to reduce the fee because advance notice had to be given to prospective licensees to submit a properly completed application along with the \$250 nonrefundable application fee prior to the licensing deadline of July 1, 2006. The board decided to reduce the first renewal fee to reflect the credit from prorating the initial license fee rather than issue costly refund checks for the initial licenses issued for a period of less than twelve (12) months

**EXAMPLE:** John Doe is issued his initial home inspector license on 6/15/06. John's birthday is January 15<sup>th</sup> therefore his license will expire on 1/31/07. John's initial license was valid for seven (7) complete months. John's first renewal fee will be reduced to the fee for a 7-month license (see table below) to reflect the credit from prorating the initial license fee. The KBHI will issue a 60-day notice prior to John's license expiration date on or before November 30, 2006. The renewal notice will include a blank renewal application form and will also indicate John needs to pay a \$146 non-refundable fee for his first renewal.

### **REDUCED RENEWAL FEE BASED ON PRORATED INITIAL LICENSE LESS THAN 12 MONTHS**

Initial License Duration in Months	1	2	3	4	5	6	7	8	9	10	11
First Renewal Fee	\$21	\$42	\$62	\$83	\$104	\$125	\$146	\$167	\$187	\$208	\$229